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8 August 1968

MEMORANDUM FOR: Mr. Duckett

SUBJECT : Improvement of Test Equipment Availability,
Usage, Calibration, etc.

25X1 1. At the Contract Review Board meeting today, at which the [] contract was discussed, it occurred to me that there is a potential for achieving better use of specialized test equipment, especially electronic, within the Agency. I have two basic propositions in mind which could help:

a. A single test equipment list with inputs provided by each organization which has a lab facility describing the test equipment "on the shelf" which could be made available for loans to other technical components. What to list would be discretionary with each group, and should not include, of course, items of test equipment which have been integrated into test ensembles, deployed overseas, or otherwise unavailable -- thus items in heavy daily use should not be listed, for example.

b. OEL currently has its test equipment maintained and calibrated against some sort of standards and with some sort of periodicity. I suspect the same is true in TSD, NPIC, COMMO, and ORD, but it is most probably different in each case. It might be possible to arrive at some reasonable arrangement so that all the test equipment of a particular type would be calibrated, maintained, etc., by a single contractor. This would reduce the number of such contracts and could result in substantial savings. At the same time, a greater pool of common equipment could be maintained than any one organization could justify on its own. This would help satisfy any surges in need.

2. A veryhloose, informal working-level arrangement might suffice, and properly set up, I believe the benefit in this for everyone along with possible reductions in cost would be universally

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attractive. I have lightly mentioned this to [] and
[] I would like to check this out in more detail with
the organizations which would be involved to develop a more
concise scheme for doing this sort of thing.

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3. OK?



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